

DOW, LOHNES & ALBERTSON, PLLC  
ATTORNEYS AT LAW

JONATHAN B. HILL  
DIRECT DIAL 202/776-2725  
jhill@dowlohn.com

WASHINGTON, D.C.  
1200 NEW HAMPSHIRE AVENUE, N.W. • SUITE 800 • WASHINGTON, D.C. 20036-6802  
TELEPHONE 202-776-2000 • FACSIMILE 202-776-2222

ONE RAVINIA DRIVE SUITE 1600  
ATLANTA, GEORGIA 30346-2108  
TELEPHONE 770-901-8800  
FACSIMILE 770-901-8874

January 31, 2006

**VIA ELECTRONIC TRANSMISSION**

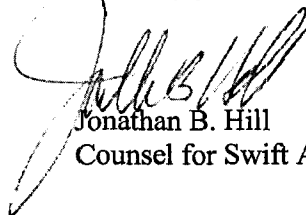
Department of Transportation  
Docket Section  
400 7th Street, SW  
Room PL-401  
Washington, DC 20590

Re: Swift Air, LLC  
Passenger Manifest Information Plan, Docket OST-98-3305 - 522

Enclosed for filing in the above-referenced docket is the Passenger Manifest Information Plan of Swift Air, LLC, in accordance with Part 243 of the Department's regulations.

Should you have any questions, please do not hesitate to contact me.

Sincerely yours,



Jonathan B. Hill  
Counsel for Swift Air, LLC

06 JAN 31 PM 12:16  
DEPT. OF TRANSPORTATION  
DOCKET

## **SWIFT AIR, LLC.**

### **PASSENGER MANIFEST INFORMATION PLAN**

#### **I. Overview**

Swift Air, LLC ("Swift Air"), submits this Passenger Manifest Information Plan as required by Part 243 of the Department's Regulations. This Plan outlines the procedures that Swift Air will follow to collect, preserve, and disseminate information from U.S. citizens traveling on international flights to and from the United States.

#### **II. Collecting Information**

The passenger manifest will be entered into an electronic database system and will be transmitted to the flight crew prior to the flight. The crew operating the flight will verify the identify of the passengers and will verify that the full name of each passenger who is a U.S. citizen has been collected. In addition, each U.S. citizen will be requested to provide the name and telephone number of a contact. Changes to the passenger manifest and provided contact information will be entered into the electronic database system.

#### **III. Preserving Information**

Passenger information will be entered in Swift Air's electronic database system and retained, at a minimum, until all passengers have disembarked from the covered flight segment. The information will be kept confidential and released only as required by 14 C.F.R. § 243.9. The information shall not be used for commercial or marketing purposes.

#### **IV. Disseminating Information**

Swift Air will inform the Managing Director of Overseas Citizen Services, Bureau of Consular Affairs, at the U.S. Department of State immediately upon learning of an aviation disaster involving a covered flight segment operated by Swift Air. A complete and accurate compilation of the information collected will be transmitted to the U.S. Department of State as quickly as possible, but not later than 3 hours after Swift Air learns of an aviation disaster involving a covered flight segment. Upon request, Swift Air will transmit a complete and accurate compilation of the information collected to the Director of Family Support Services at the National Transportation Safety Board.

#### **V. Point of Contact**

The required point of contact in the event of an aviation disaster involving Swift Air will be Operations Control Center ("OCC") addressed at 2604 S 24<sup>th</sup> Street Suite E-100 Phoenix Arizona, 85034. The toll free number is [REDACTED] The OCC will be manned at all times when a Swift Air flight is operating.